

# ADITYA DEGREE COLLEGE

(Affiliated to Andhra University)

Gopalapatnam, Visakhapatnam – 530 027

Ph: 0891 – 2769469, 7997836662

Email:adcgpt@aditya.ac.in

Date: 16-10-2024.

## CIRCULAR

All the Staff & Student Members of the Grievance Redressal Committee are hereby requested to attend a meeting with the principal at 4 pm on 17-10- 24 in the principal's chamber to discuss various aspects of Grievance Redressal Committee .

### Agenda:

- 1) To discuss the duties of member of Grievance Redressal Committee
- 2) To Provide safe academic environment for the students
- 3) To Provide safe working environment for the staff.

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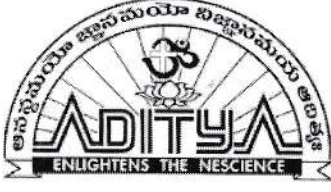
Office

GRC Members

  
Principal

Principal

ADITYA DEGREE COLLEGE  
Gopalapatnam, Visakhapatnam-27



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Date:17-10-2024.

## Minutes of the Meeting

The meeting of all the members of the Grievance Redressal Committee under the edict of the Principal has been conducted in the principal's chamber at 4 pm on 17-10-24 to discuss various aspects of Grievance Redressal Committee. The following members of the committee have attended the meeting and the following resolutions have been accepted.

S. No	NAME	DESIGNATION	POSITION	SIGNATURE
1	Dr. Kola Devi Priya	Chair Person	Professor	
2	K .Murali Mohan Rao	Member	Assistant Professor	
3	B. Satish	Member	Assistant Professor	
4	MocherlaRadha	Member	Assistant Professor	
5	KesavapatnamJagadheeswara Rao	Member	Assistant Professor	
6	SANJAY BORA	Member	Student	
7	PRASANTHI MEESALA	Member	Student	
8	ANUSHA GOMPA	Member	Student	

Co-ordinator

Principal  
ADITYA DEGREE COLLEGE  
Gopalapatnam, Visakhapatnam-27

Date:17-10-2024.

### **Resolutions**

1. To publicize rules and regulations of Grievance Redressal Committee .
2. To indicate the name of the members of Grievance Redressal Committee to all the students.
3. To conduct awareness programs on the importance of Grievance Redressal Committee.
4. To display the phone numbers of all the members of Grievance Redressal Committee on the notice board of the college.
5. To look into various complaints lodged by the Staff & students of the college.
6. To Address the complaints & redress them.
7. To inform the students to lodge their complaints in the complaints box provided in the college or in the website google form.
8. A grievance with regard to the change of not working fans and lights was lodged with the grievance redressal committee on 04-10-2024
9. An appropriate action was initiated by the college on 07-10-24 to repair the defective fans and lights and to redress the grievance effectively.

  
**Co-ordinator**

  
**Principal**

**Principal**  
**ADITYA DEGREE COLLEGE**  
Gopalapatnam, Visakhapatnam-27,